

APPLICATION FORM

PDS Academy

Name: _____

Organization: _____

Your Position: _____

Mailing Address: _____
(include street/city/state/zip code)

Daytime Phone: _____

FAX Number: _____

Email Address: _____

You must indicate which courses you are signing up for:

- Principles of Emergency Management
- Effective Communication
- Developing Volunteer Resources
 - February 26 March 1
- Emergency Planning
- Leadership & Influence/Decision Making & Problem Solving

SLA Orientation (evening class)
 February 28 March 1

Rapid Assessment
 February 28 March 1

Completed application must be submitted to the head of your sponsoring organization for approval. Once obtained, the application may be sent or faxed to:

Kansas Emergency Management
Attention: Anne Allen
2800 SW Topeka Boulevard
Topeka, KS 66611-1287
FAX: (785)274-1914

Signature of Applicant _____ Date _____

Head of Sponsoring Organization _____ Date _____

Cost & Reimbursement

There is no charge for this training. Participants traveling 50 miles or more to attend these courses will be lodged at the Kansas Highway Patrol Academy in a private room. Additional information on accommodations will be sent prior to the course. There is no reimbursement for meals or mileage.

Federal Employees are not eligible for reimbursement.

Register Online at:

www.kansas.gov/kdem/training/ or
ks.train.org

Training Presented by Kansas Emergency Management

For more information on this course and other emergency management training, contact the Kansas Emergency Management Training Office at:
2800 SW Topeka Ave.
Topeka KS 66611
(785)274-1412
Fax (785)274-1914
Or visit our website at:
www.kansas.gov/kdem/training/



Kansas Emergency Management
2800 SW Topeka Ave.
Topeka KS 66611
(785)274-1412
Fax (785)274-1914
www.kansas.gov/kdem/training/

PDS Academy

**7 Courses
5 Days**

**February 26 - March 2, 2007
Salina**



Professional Development Series Training Academy

PDS Courses

G230 Principles of Emergency Management—February 26-27

Understanding the fundamental principles and practices of emergency management provides a framework for the future professional growth of every emergency manager and responder. This course is designed to provide a basic framework of understanding of emergency management.

G242 Effective Communication—February 26-27

Being able to communicate effectively is a necessary and vital part of the job of every emergency manager, planner, and responder. This course is designed to improve your communication skills.

G244 Developing Volunteer Resources— February 26 & March 1 (two offerings)

This course is for emergency managers and related professionals working with all types of volunteers and coordinating with voluntary agencies. The course provides procedures and tools for building and working with voluntary organizations.

G235 Emergency Planning—February 27-28

Being able to use all the basic elements of the planning process gives emergency managers, planners and other stakeholders a basis for working together to shape the community's disaster response to all types of hazards and problems. This course is designed to prepare planners to use the standard terminology and concepts of a properly structured Emergency Operations Plan.

G240 Leadership and Influence/G241 Decision Making and Problem Solving—February 28 - March 2

Being able to lead others – to motivate them to commit their energies and expertise to achieving the shared mission and goals of the emergency management system – is a necessary part of the job for every emergency manager, planner and responder. This course is designed to improve your leadership and influence skills.

Being able to make decisions and solve problems effectively is a necessary and vital part of the job for every emergency manager, planner, and responder. This course is designed to improve your decision-making skills.

Bonus Courses

SLA Grant Orientation (evening class, two offerings)— February 28 and March 1

The State and Local Assistance (SLA) Grant program is an interactive process between KDEM and local emergency management agencies and is a tool to review capabilities and ensure consistent performance in vital functions such as planning, training, exercising, and reporting requirements and their documentation and deadlines.

G250.7 WEM: Rapid Assessment—February 28 and March 1 (two offerings)

Learn to develop plans and procedures for rapidly and efficiently collecting disaster intelligence immediately following a disaster so you can prioritize response activities, allocate available resources, specifically request resources from other sources, and save and sustain lives.

Americans with Disabilities Act (ADA)

If you have a disability and need special accommodations in order to fully participate in any training activity, please contact the State Training Office, (795)274-1413, to discuss your specific needs.

Certification Requirements

The Professional Development Series includes seven Emergency Management Institute independent study courses that provide a well-rounded set of fundamentals for those in the emergency management profession. Many students build on this foundation to develop their careers.

Students who complete all the required courses will receive a PDS Certificate of Completion. The courses, in recommended order of completion, are:

- 230 Principles of Emergency Management
- 235 Emergency Planning
- 242 Effective Communication
- 241 Decision Making and Problem Solving
- 240 Leadership and Influence
- 244 Developing Volunteer Resources
- 139 Exercise Design

These courses may also be completed online at www.training.fema.gov/EMIweb/PDS.

